

**Element Performance Inspection (EPI) Data Collection Tool**  
**1.3.25 Cargo Handling Equipment, Systems and Appliances (AW)**

**ELEMENT SUMMARY INFORMATION**

**Purpose of This Element** (Certificate Holder's responsibility):

- To provide an Air Cargo Operations program for controlling all aspects of air transportation of cargo, to include cargo build-up, weighing, load/unload of aircraft, and an inspection program and a program covering other maintenance.

**Objective** (FAA oversight responsibility):

- To determine if the Certificate Holder follows its procedures, controls, process measurements and interfaces for the Air Cargo Operations process.
- To determine if there were any changes in the personnel identified by the Certificate Holder as having responsibility and/or authority for the Air Cargo Operations process.

**Specific Instructions:**

- To accomplish this EPI, the inspector should familiarize themselves with the Certificate Holder's Air Cargo Operations procedures, including dangerous goods policies.

**Related EPI(s):**

- 1.3.3 Maintenance Facility / Main Maintenance Base (AW)
- 3.1.8 Carriage of Cargo (OP)
- 5.1.1 Line Stations (AW)

**SUPPLEMENTAL INFORMATION**

**Specific Regulatory Requirement(s) (SRRs):**

- SRRs:
  - 121.133(a)
  - 121.135(a)(1)
  - 121.135(b)(1)
  - 121.135(b)(16)
  - 121.135(b)(19)
  - 121.135(b)(2)
  - 121.135(b)(20)
  - 121.135(b)(3)
  - 121.198
  - 121.211(b)

121.221(a)  
121.221(b)  
121.221(c)  
121.221(c)(1)  
121.221(c)(2)  
121.221(c)(3)  
121.221(d)  
121.221(d)(1)  
121.221(d)(2)  
121.221(d)(3)  
121.221(d)(4)  
121.221(d)(5)  
121.221(e)  
121.221(e)(1)  
121.221(e)(2)  
121.221(e)(3)  
121.221(e)(4)  
121.221(f)(1)  
121.221(f)(2)  
121.221(f)(3)  
121.221(f)(4)  
121.221(f)(5)  
121.285  
121.285(b)  
121.285(b)(1)  
121.285(b)(2)  
121.285(b)(3)  
121.285(b)(4)  
121.285(b)(5)  
121.285(b)(6)  
121.285(b)(7)  
121.285(b)(8)  
121.285(c)  
121.285(c)(1)  
121.285(c)(2)  
121.285(c)(3)  
121.285(c)(4)  
121.285(c)(5)  
121.285(d)  
121.287  
121.309(c)  
121.309(c)(1)  
121.309(c)(2)  
121.314(a)  
121.314(a)(1)  
121.314(a)(2)  
121.314(a)(3)  
121.314(c)  
121.367  
121.369(b)

21.31(a)  
21.31(b)  
21.50(b)  
25.561(b)(3)  
25.561(c)(1)  
25.561(c)(1)(i)  
25.561(c)(1)(ii)  
25.561(c)(1)(iii)  
25.561(d)  
25.787(b)  
25.787(c)  
25.855(a)  
25.855(b)  
25.855(c)  
25.855(d)  
25.855(e)  
25.855(f)  
25.855(g)  
25.857(c)(1)  
25.857(c)(2)  
25.857(c)(3)  
25.857(c)(4)  
25.858  
25.858(d)  
43.13(a)  
43.13(c)

**Related CFR(s) & FAA Policy/Guidance:**

- Related CFRs:
  - 121.380(c)(1)
  - 25.1301(b)
  - 25.1301(c)
  - 25.1301(d)
- FAA Policy/Guidance:
  - HBAW 97–12A/FSAW 97–21
  - HBAT 97–08

**EPI SECTION 1 – PERFORMANCE OBSERVABLES**

**Objective:** (FAA oversight responsibility): To determine if the Certificate Holder follows its procedures, controls, process measures and interfaces for the Cargo Handling Equipment, Systems and Appliances.

**Tasks**

To meet this objective, the inspector must accomplish the following tasks:

- 1 Review the information listed in the Supplemental Information section of this data collection tool.
- 2 Review the policies, procedures, instructions and information for the Air Cargo Operations process contained in the Certificate Holder's manual.
- 3 Review the associated SAI for this element with emphasis on the controls, process measurements and interface attribute sections.
- 4 Observe the Air Cargo Operations process to gain an understanding of the procedures, instructions and information contained in the Certificate Holder's manual.
- 5 Discuss the Air Cargo Operations process with the personnel (other than management) who perform the duties and responsibilities required by the process.

**Questions**

To meet this objective, the inspector must answer the following questions:

- 1 Were the following Performance Measures met:

- 1.1 Did the Certificate Holder's installed equipment (e.g., bins, ULD's, retention nets, straps, fire extinguishers, cargo and baggage compartments) for the Air Cargo Operations process meet the program requirements?
 

☐ Yes  
☐ No, Explain

*Related Performance JTI's:*

1. Check at the aircraft to ensure that the means used to prevent cargo or baggage from interfering with the functioning of the fire protective feature of the compartment is serviceable (if installed). If the method of compliance is a loading limitation, ensure that the limitations are apparent and approved procedures are available and being followed in accordance with the Certificate Holder's procedures.  
*Sources:* 25.855(f); 121.221(a)(2)
2. Check at the aircraft that the required baggage and cargo compartment, and each ballast location's placard stating any limitations on contents, including weight, that are necessary under the established loading requirements are installed, legible and meet the requirements of the approved Weight & Balance Manual limitations.  
*Sources:* 25.1557(a); 121.135(b)(16)
3. Check at the aircraft that the procedures for the loading of the airplane within the weight and center of gravity limits, and to maintain the loading within these limits in flight, including the weight distribution limitations are adhered to.  
*Sources:* 121.135(b)(20); 119.5(l)
4. Check at the air carrier's specified location that the procedures for ULD build-up, in order to maintain aircraft load and weight distribution limits, are accomplished in accordance with the approved Weight & Balance document.  
*Sources:* 121.135(b)(20); 119.5(l)

5.

- Check at the outsource provider that the procedures for ULD build-up, in order to maintain aircraft load and weight distribution limits, are accomplished in accordance with the approved Weight & Balance document.  
*Sources:* 121.135(b)(20); 119.5(l)
6. Check at the aircraft that there is an approved hand fire extinguisher available for each Class A and B compartment in accordance with the Certificate Holder's instructions.  
*Sources:* 121.221(c); 121.221(b); 25.851(a)(3); 25.851(a)(5)
  7. Check at the aircraft cabin to ensure that bins approved for cargo use are conspicuously marked with the maximum weight approved for that bin.  
*Sources:* 121.285(b)(2)
  8. Check at the aircraft cabin that any visible cargo bin attachments are properly attached to the seat track or floor structure of the airplane in accordance with the Certificate Holder's instructions.  
*Sources:* 121.285(b)(4)
  9. Check at the aircraft that no bin, used for the carriage of cargo within the passenger compartment, is installed or cargo carried in the passenger compartment, aft of a bulkhead or divider, is loaded so that it would restrict access to any required emergency exit, or of the aisle in the passenger compartment in accordance with the Certificate Holder's instructions.  
*Sources:* 121.285(b)(5)
  10. Check at the aircraft that at least one approved hand fire extinguisher conveniently located for use in each Class E cargo compartment that is accessible to crewmembers during flight in accordance with the Certificate Holder's instructions.  
*Sources:* 121.309(c)(2); 25.851(a)(5)
  11. Check at the aircraft that each item of installed equipment (ULDs) must be labeled as to its identification, function, or operating limitations, or any applicable combination of these factors as required by regulations.  
*Sources:* 25.1301(b)
  12. Check at the aircraft that each item of installed equipment (ULDs) must be installed according to limitations specified for that equipment as required by regulations.  
*Sources:* 25.1301(c)
  13. Check at the aircraft that each item of installed equipment (ULDs) must function properly when installed as required by regulations.  
*Sources:* 25.1301(d)
  14. Check at the aircraft that, except as provided in FAR 121.153(c), no aircraft may operate unless that aircraft is in an airworthy condition and meets the applicable airworthiness requirements of this chapter, including those relating to identification and equipment (reference: ULDs) as required by regulations.  
*Sources:* 121.153(a)(2)
  15. Check at the aircraft cabin that the Certificate Holder has ensured that if cargo is carried anywhere in the passenger compartment, the bin is fully enclosed and made of material that is at least flame resistant as required by regulations.

<p><i>Sources:</i> 121.285(b)(6)</p> <p>16. Check at the aircraft that the Certificate Holder has ensured that hand fire extinguishers of an approved type are provided for use in crew, passenger, cargo, and galley compartments. The type and quantity of extinguishing agent must be suitable for the kinds of fires likely to occur in the compartment where the extinguisher is intended to be used and, for passenger compartments, must be designed to minimize the hazard of toxic gas concentrations as required by regulations.</p> <p><i>Sources:</i> AC 20-42C 121.309(c)(1)</p>	
<p>1.2 Did the Certificate Holder's installed interior protective covers, liners, and devices meet the approved Maintenance/Inspection program requirements?</p> <p><i>Related Performance JTI's:</i></p> <ol style="list-style-type: none"> <li>1. Check at the aircraft that all cargo or baggage compartment lamp covers are installed correctly and serviceable in accordance with the Certificate Holder's instructions. <i>Sources:</i> 25.787(c); 121.221(a)(1)</li> <li>2. Check at the aircraft to ensure that protective devices or limitations for the protection of any controls, wiring, lines, equipment or accessories from damage caused by movement of cargo are being maintained in accordance with the OEM or STC's instructions as applicable. <i>Sources:</i> 25.855(e)(1); 121.135(b)(19); 121.221(a)(1); 121.367(a)</li> </ol>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</p>
<p>1.3 Did the Certificate Holder's installed ventilation and/or draft control systems meet the approved Maintenance/Inspection program requirements?</p> <p><i>Related Performance JTI's:</i></p> <ol style="list-style-type: none"> <li>1. Check at the aircraft that provisions to ensure that hazardous quantity of smoke, flames, or extinguishing agent from entering any compartment occupied by the crew or passengers, as applicable to cargo compartments, are being maintained in accordance with the Certificate Holder's manual. <i>Sources:</i> 25.857(b)(2); 121.221(c); 121.221(d); 121.221(e)</li> <li>2. Check at the aircraft that the means to control ventilation and drafts within the Class C compartment so that the extinguishing agent used can control any fire that may start within the compartment is properly maintained. <i>Sources:</i> 25.857(c)(4); 121.221(d)(4)</li> <li>3. Check at the aircraft that the means to shut off the ventilating airflow to, or within, the Class E compartment, and the controls for these means are properly maintained. <i>Sources:</i> 25.857(e)(3); 121.221(f)(3)</li> <li>4. Check at the aircraft that the device intended to preclude any hazardous quantity of smoke, flames, or noxious gases within Class E compartment from entering the flight crew compartment is properly maintained in accordance with the Certificate Holder's instructions. <i>Sources:</i> 25.857(e)(4); 121.221(f)(4)</li> </ol>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No, Explain</p>

<p>1.4 Did the Certificate Holder's procedures result in use of the appropriate bin, container, strap, and netting for the type of aircraft and cargo?</p> <p><i>Related Performance JTI's:</i></p> <ol style="list-style-type: none"> <li>1. Check at the Certificate Holder's aircraft that the procedures from the air carrier's manual are being used by their personnel or designees to secure cargo. <i>Sources:</i> 121.135(b)(20); 121.285(c)(1); 25.855(e)(1); 25.787(b)</li> <li>2. Check at the Certificate Holder's outsource provider that the procedures from the air carrier's manual are being used by their personnel or designees to secure cargo. <i>Sources:</i> 121.135(b)(20); 121.285(c)(1); 25.855(e)(1); 25.787(b)</li> <li>3. Check at the Certificate Holder's ramp that cargo equipment identified as meeting TSO-C90, as amended, and authorized for use by the air carrier's Weight and Balance Program are placarded noting compliance with Part 25, Appendix F. <i>Sources:</i> 25 App..F; 21.603; 21.607</li> <li>4. Check at the aircraft that cargo equipment identified as meeting TSO-C90, as amended, and authorized for use by the air carrier's Weight and Balance Program are placarded noting compliance with Part 25, Appendix F. <i>Sources:</i> 25 App..F, Part I (a)(2)(iv)</li> <li>5. Check at the Outsource Provider that cargo equipment identified as meeting TSO-C90, as amended, and authorized for use by the air carrier's Weight and Balance Program are placarded noting compliance with Part 25, Appendix F. <i>Sources:</i> 25 App..F, Part I (a)(2)(iv)</li> <li>6. Check at the Cargo Staging Area that cargo equipment identified as meeting TSO-C90, as amended, and authorized for use by the air carrier's Weight and Balance Program are placarded noting compliance with Part 25, Appendix F. <i>Sources:</i> 25 App..F, Part I (a)(2)(iv)</li> <li>7. Check at the air carrier specified location that cargo equipment identified as meeting TSO-C90, as amended, and authorized for use by the air carrier's Weight and Balance Program are placarded noting compliance with Part 25, Appendix F. <i>Sources:</i> 25 App..F, Part I (a)(2)(iv)</li> <li>8. Check at the aircraft cabin that the Certificate Holder has ensured that if cargo is carried anywhere in the passenger compartment, suitable safeguards are provided within the bin to prevent the cargo from shifting under emergency landing conditions as required by regulations. <i>Sources:</i> 121.285(b)(7); 121.135(b)(24)</li> <li>9. Check at the aircraft, to include upper and lower deck cargo compartments, fore and aft cargo compartments, pods, or bins and stowage areas in passenger compartments, that the approved means to prevent cargo, baggage, carry-on articles, and equipment, from becoming a hazard by shifting, is present and being used in accordance with the Certificate Holder's procedures. <i>Sources:</i> 121.135(b)(20); 121.285(c)(1); 25.855(e)(1); 25.787(b)</li> <li>10.</li> </ol>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
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<p>Check at the Certificate Holder's ramp that the procedures from the air carrier's manual are being used by their personnel or designees to secure cargo.</p> <p><i>Sources:</i> 121.135(b)(20); 121.285(c)(1); 25.855(e)(1); 25.787(b)</p>	
<p>1.5 Did the Certificate Holder's personnel use tools, test equipment, and scales required by the Instructions for Continued Airworthiness and Certificate Holder's program for Air Cargo Operations systems and associated appliances?</p> <p><i>Related Performance JTI's:</i></p> <ol style="list-style-type: none"> <li>1. Check at the Air Carrier's Specified Location that the Certificate Holder has the ability to obtain the FAA approved Instructions for Continued Airworthiness applicable to all equipment certified by TC, STC, or other FAA approved data in order to support the maintenance program, i.e. CAMP, for equipment used in air cargo operations to include, but not limited to, Unit Load Devices, cargo handlings systems, other restraint devices, and any other equipment associated with the carriage of cargo. This also includes conformity of aircraft cargo compartments, upper and lower deck, fore and aft compartments, pods and bins. <i>Sources:</i> 21.31(a); 21.31(b); 121.135(b)(20); 43.13(a)</li> <li>2. Check at the ramp that the air carrier utilizes its instructions and limitations to ensure the airworthiness of Unit Load Devices and any other restraint system being installed on the aircraft. <i>Sources:</i> TSO-C90, as amended 121.135(b)(19); 121.135(b)(20)</li> <li>3. Check at the air carrier specified location that maintenance being accomplished on any Unit Load Device, cargo handling system component or other restraint devices is being accomplished in accordance with the appropriate regulations. <i>Sources:</i> 121.367(a); 121.369(b)</li> <li>4. Check at the air carrier's specified location that maintenance personnel have successfully accomplished the required training contained within the Certificate Holder's cargo handling systems and related equipment training program and are fully informed about procedures and techniques and equipment in use. <i>Sources:</i> 121.367(b); 121.375</li> <li>5. Check at the aircraft that each item of installed equipment (ULDs) must be labeled as to its identification, function, or operating limitations, or any applicable combination of these factors as required by regulations. <i>Sources:</i> 25.1301(b)</li> <li>6. Check at the air carrier specified location that their manual system contains ICAW's that are available for use by maintenance personnel as it pertains to cargo handling systems, restraint devices, and Unit Load Devices. <i>Sources:</i> 121.135(b)(19); 121.367(a); 121.369(b)</li> </ol>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No, Explain</p>



2	<p>Were the Certificate Holder's policies, procedures, instructions and information, contained in its manual, for the Air Cargo Operations process followed?</p> <p><i>Related Performance JTI's:</i></p> <ol style="list-style-type: none"> <li>1. Check at the aircraft that no bin, used for the carriage of cargo within the passenger compartment, is installed or cargo carried in the passenger compartment, aft of a bulkhead or divider, is loaded so that it would restrict access to any required emergency exit, or of the aisle in the passenger compartment in accordance with the Certificate Holder's instructions. <i>Sources: 121.285(b)(5)</i></li> <li>2. Check at the aircraft cabin that no bin, used for the carriage of cargo within the passenger compartment, is installed in a position or cargo carried in the passenger compartment, aft of a bulkhead or divider, is not loaded in a way that obscures any passenger's view of the "seat belt" sign, "no smoking" sign, or any required exit sign, unless an auxiliary sign or other approved means for proper notification of the passenger is provided in accordance with the Certificate Holder's instructions. <i>Sources: 121.285(b)(8)</i></li> <li>3. Check at the aircraft cabin that any cargo carried aft of a bulkhead or divider in any passenger compartment is properly secured by an authorized safety belt or other tiedown having enough strength to eliminate the possibility of shifting under all normally anticipated flight and ground conditions and covered to prevent injury to passenger compartment occupants, if required, in accordance with the Certificate Holder's instructions. <i>Sources: 121.285(c)(1)</i></li> <li>4. Check at the aircraft that the Certificate Holder has ensured that no compartment used for storing cargo or baggage includes controls, wiring, lines, equipment, or accessories that would, upon damage or failure, affect the safe operation of the airplane unless the item is adequately shielded, isolated, or otherwise protected so that it cannot be damaged by movement of cargo in the compartment and so that damage to or failure of the item would not create a fire hazard in the compartment as required by regulations. <i>Sources: 121.221(a)(1)</i></li> <li>5. Check at the aircraft that the Certificate Holder has ensured that no compartment used for storing cargo or baggage that a fire in a Class A cargo and baggage compartment would be readily discernible to a member of the crew while at his station as required by regulations. <i>Sources: 121.221(b)(1)</i></li> <li>6. Check at the aircraft cabin that the Certificate Holder has ensured that if cargo is carried anywhere in the passenger compartment it does not impose any load on seats or the floor structure that exceeds the load limitation for those components as required by regulations. <i>Sources: 121.285(c)(3); 121.135(b)(20)</i></li> <li>7. Check at the aircraft that the Certificate Holder has ensured that cargo, including carry-on baggage, carried anywhere in the passenger</li> </ol>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
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compartment of a nontransport category airplane type certificated after December 31, 1964, is carried in an approved cargo rack, bin, or compartment installed in or on the airplane, and is secured by an approved means as required by regulations.

*Sources:* 121.285(d); 121.135(b)(24)

8. Check at the aircraft cabin that the Certificate Holder has ensured that cargo, including carry-on baggage, carried anywhere in the passenger compartment of a nontransport category airplane type certificated after December 31, 1964, is properly secured by a safety belt or other tie-down having enough strength to eliminate the possibility of shifting under all normally anticipated flight and ground conditions, or for carry-on baggage, is restrained so as to prevent its movement during air turbulence as required by regulations.  
*Sources:* 121.285(d)(1)
9. Check at the aircraft cabin that the Certificate Holder has ensured that cargo, including carry-on baggage, carried anywhere in the passenger compartment of a nontransport category airplane type certificated after December 31, 1964, is packaged or covered to avoid possible injury to occupants as required by regulations.  
*Sources:* 121.285(d)(2)
10. Check at the aircraft cabin that the Certificate Holder has ensured that cargo, including carry-on baggage, carried anywhere in the passenger compartment of a nontransport category airplane type certificated after December 31, 1964, does not impose any load on seats or in the floor structure that exceeds the load limitation for those components as required by regulations.  
*Sources:* 121.285(d)(3)
11. Check at the aircraft cabin that the Certificate Holder has ensured that cargo, including carry-on baggage, carried anywhere in the passenger compartment of a nontransport category airplane type certificated after December 31, 1964, is not located in a position that obstructs the access to, or use of, any required emergency or regular exit, or the use of the aisle between the crew and the passenger compartment, or is located in a position that obscures any passenger's view of the "seat belt" sign, "no smoking" sign or placard, or any required exit sign, unless an auxiliary sign or other approved means for proper notification of the passengers is provided as required by regulations.  
*Sources:* 121.285(d)(4)
12. Check at the aircraft cabin that the Certificate Holder has ensured that cargo, including carry-on baggage, carried anywhere in the passenger compartment of a nontransport category airplane type certificated after December 31, 1964, is not carried directly above seated occupants as required by regulations.  
*Sources:* 121.285(d)(5)
13. Check at the aircraft that the Certificate Holder has ensured that cargo, including carry-on baggage, carried anywhere in the passenger compartment of a nontransport category airplane type certificated after December 31, 1964, is stowed in compliance with FAR 121.285(d)(1-7) for takeoff and landing as required by regulations.  
*Sources:* 121.285(d)(6)

	<p>14. Check at the aircraft that the Certificate Holder has ensured that cargo, including carry-on baggage, carried anywhere in the passenger compartment of a nontransport category airplane type certificated after December 31, 1964, for cargo-only operations, paragraph (d)(4) does not apply if the cargo is loaded so that at least one emergency or regular exit is available to provide all occupants of the airplane a means of unobstructed exit from the airplane if an emergency occurs as required by regulations. <i>Sources: 121.285(d)(7)</i></p> <p>15. Check at the aircraft that the Certificate Holder's responsible personnel ensure that when cargo is carried in cargo compartments that are designed to require the physical entry of a crewmember to extinguish any fire that may occur during flight, the cargo is loaded so as to allow a crewmember to effectively reach all parts of the compartment with the contents of a hand fire extinguisher as required by regulations. <i>Sources: 121.287; 121.135(b)(24)</i></p>	
3	Were the Air Cargo Operations process controls followed?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
4	<p>Did the records for the Air Cargo Operations process comply with the instructions provided in the Certificate Holder's manual?</p> <p><i>Related Performance JTI's:</i></p> <p>1. Check at the air carrier's specified location that the required maintenance records for cargo carriage equipment, ULD's, and associated buildup equipment owned by the air carrier, pertinent to the issuance of an airworthiness release, are retained in accordance with the procedures contained within the Certificate Holder's manual. <i>Sources: 121.380(c)(1)</i></p>	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
5	Were the process measurements for the Air Cargo Operations process effective in identifying problems or potential problems and providing corrective action for them?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain
6	Did personnel properly handle the associated interfaces by complying with other written policies, procedures, instructions and information that are related to this element?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

<b>EPI SECTION 1 – PERFORMANCE OBSERVABLES</b> <b>–Drop Down Menu</b>	
1. Personnel.	
2. Tools and Equipment.	
3. Technical Data.	
4. Procedures, policies or instructions or information.	
5. Materials.	
6. Facilities.	
7. Controls.	
8. Process Measures.	
9. Interfaces.	
10. Desired Outcome.	
11. Other.	

**EPI SECTION 2 – MANAGEMENT RESPONSIBILITY & AUTHORITY OBSERVABLES**

**Objective:** To determine if the person identified by the Certificate Holder having responsibility and/or authority for the Cargo Handling Equipment, Systems and Appliances is qualified, knowledgeable, and recognizes that responsibility and/or authority. (The person with the authority may or may not be the person with the responsibility.)

**Tasks**

To meet this objective, the inspector must accomplish the following tasks:

1 Identify the person who has overall responsibility for the Air Cargo Operations process.

2 Identify the person who has overall authority for the Air Cargo Operations process.

NOTE: If no personnel or major process changes (as defined by the Principal Inspector) affecting the responsibility or authority attributes for this element have occurred since the last SAI and/or EPI was accomplished, then do not perform tasks 3 – 6. Answer questions 2.1 & 2.2, and provide the name/title.

3 Review the duties and responsibilities for the person(s) who manage the Air Cargo Operations process documented in the Certificate Holder's manual.

4 Review the appropriate organizational chart.

5 Discuss the Air Cargo Operations process with the management personnel identified in Tasks 1 and 2.

6 Evaluate the qualifications and work experience of the management personnel identified in Tasks 1 and 2.

**Questions**

To meet this objective, the inspector must answer the following questions:

2 Are the following aspects of the Management Responsibility and Authority Attributes addressed for the Air Cargo Operations process:

2.1 Is there a clearly identified person who is responsible for the quality of the Air Cargo Operations process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain Name/Title: <input type="text"/>
2.2 Is there a clearly identified person who has authority to establish and modify the Certificate Holder's policies, procedures, instructions and information for the Air Cargo Operations process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain Name/Title: <input type="text"/>
2.3 Does the responsible person know that he/she has responsibility for the Air Cargo Operations process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.4 Does the person with authority know that he/she has authority for the Air Cargo Operations process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.5 Does the person with responsibility for the Air Cargo Operations process meet the qualification standards?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.6 Does the person with authority to establish and modify the Air Cargo Operations process meet the qualification standards?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain

	<input type="checkbox"/> Not Applicable
2.7 Does the person with responsibility understand the controls, process measurements, and interfaces associated with the Air Cargo Operations process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.8 Does the person with authority understand the controls, process measurements, and interfaces associated with the Air Cargo Operations process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.9 Does the responsible person know who has authority to establish and modify the Air Cargo Operations process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable
2.10 Does the individual with authority know who has the responsibility for the Air Cargo Operations process?	<input type="checkbox"/> Yes <input type="checkbox"/> No, Explain <input type="checkbox"/> Not Applicable

<b>EPI SECTION 2 – MANAGEMENT RESPONSIBILITY &amp; AUTHORITY OBSERVABLES –Drop Down Menu</b>	
1. Assignment of responsibility.	
2. Assignment of authority.	
3. Does not understand procedures, policies or instructions and information.	
4. Does not understand controls.	
5. Does not understand process measurements.	
6. Does not understand interfaces.	
7. Span of control.	
8. Position vacant.	
9. Other.	